

## **IMPLEMENTATION REVIEW OF NEW MEDICAID SERVICES 2006**

**PLEASE BRING THE FOLLOWING INFORMATION / DOCUMENTATION WITH YOU TO YOUR REVIEW:**

1. **Five (5) Person-Centered Plans.** If your agency does not yet have 5, bring what you have. Please bring the most current PCPs available.
  - This is Not Applicable to Diagnostic Assessment or Mobile Crisis providers.
2. **Service Records that go with the PCPs above** (in case we need to look at any supporting documents with the PCPs). Service notes/documentation are not required.
3. **FOR COMMUNITY SUPPORT PROVIDERS ONLY:** **Evidence of Endorsement** for the service which will be reviewed (check the provider # listed and the schedule information for the service to be reviewed).
4. **All written Policies, Procedures, Protocols, Instructions, Minutes from Meetings, etc.** that pertain to your policy in place or your process to:
  - ensure **Training Requirements** are met
  - ensure **Face-to-Face, Out-of-Office, On-Site** treatment time is tracked, per service definition requirements
  - ensure **Staff / Team Requirements** are met per service definitions
  - ensure **First Responder / Crisis Response** requirements are met for applicable service providers
  - track all **Referrals**
  - track **Submission of Complaints and Incidents**
  - track **Submission of CDW data to the LME**
  - track **Submission of NCTOPPS data to DMH/DD/SAS**
  - policy on **Use of Restrictive Intervention**
  - policy on maintaining a **Client Rights Committee**
  - any information on progress toward achieving **National Accreditation**